



Board of Trustees Meeting Minutes May 8, 2014

MEETING MINUTES

The Open Session of the Rhode Island Nurses Institute Middle College was called to order at 4:02 p.m. on the above date at 150 Washington in Providence, RI, pursuant to the applicable provisions of the Open Meetings Act, so called other Applicable sections of the General Laws of the state of the Rhode Island as amended.

Board Members Present: Mike Paruta, , Donna Policastro, Lynne Dunphy, Christine Rei, Angela Patterson

Board Members Absent: Nancy McMahon, Michael Vanleestan

Staff Present: Pamela McCue, CEO, Mike Abney, Business Manager, Sue Crotty, Business Manager, Keith Oliveira, COO, Brian Butler, CAO,

- 1. Meeting called to order at 4:02 p.m. by Mike Paruta. A quorum was established.**
- 2. Presentation of Minutes of Open Session of April 10th, 2014.**

On motion of Donna Policastro and seconded by Angela Patterson, the present Board members unanimously voted to accept the minutes of April 10th, 2014 Board Retreat

3. Administrative Reports

- i. Pamela McCue presented the CEO Report (attached) and provided the following additional information
 - a) Scholarship interviews will be conducted on May 9 for students who have applied to the Nancy K Hirst Memorial Scholarship. The scholarship recipient will be announced at the graduation ceremony held on June 7th.
 - b) A reminder for Board members to submit their edits on the mission/vision document that was discussed at the April meeting and will be on the agenda for the June Board mtg.
 - c) Graduation is set for June 7th at 12noon, Sapinsley Hall, Rhode Island College.
- ii. Michael Abney presented the Financial Report which included the following information;
 - a) Overall budget projections are on target and there will be a projected net surplus at the end of the fiscal year (June 30th).
 - b) Minor outliers where expenses did exceed projections were in legal fees, general supplies and materials related to the adult CNA program-but this will be reimbursed before end of budget year.
 - c) Donna Policastro requested that Mike Abney look into options for investment purposes and report back to the Board.

4. New Business

- i. Discussion/vote on 2014-2015 Budget

On Motion, of Donna Policastro, seconded by Angela Patterson, the present Board Members unanimously voted to accept the proposed budget for the Academic year 2014-2015.

- ii. Discussion/vote on amended RINIMC Attendance Policy:
 - Mr. Butler presented to the Board a proposed amended student attendance policy. This policy was drafted with faculty and staff input to improve and clarify student and faculty expectations and consequences.
On Motion, of Donna Policastro, seconded by Christine Rei, the present Board members unanimously voted to approve this policy.
- iii. Discussion/vote to approve the 2014-2015 Academic Calendar
On motion of Lynne Dunphy, seconded by Christine Rei, the present Board members unanimously voted to approve the proposed 2014-2015 Academic Calendar.
- iv. Discussion/vote to appoint Brian Butler to the position of Chief Academic Officer/Assistant Superintendent
On Motion, of Donna Policastro, seconded by Angela Patterson, the present Board members unanimously voted to appoint Brian Butler to the position of Chief Academic Officer/Assistant Superintendent

5. Old Business

- i. Discussion regarding composition of other Board appointments and Board elections
 - Discussion by Board members included that election of executive committee and new members should occur at the June meeting.
- ii. Discussion on retreat action items, specifically revised mission/vision statement
 - Discussion by Board members included that several members still need to provide input/recommendations on a revised statement to be voted on at the June meeting.

6. Executive Session pursuant to R.I.G.L. §42-46-5(a)(2) – discussions pertaining to litigation: Chariho Regional School District, et al. v. Rhode Island Nurses Institute Middle College, et al and pursuant to R.I.G.L. §42-46-5(a)(2) other litigation

Prior to convening the executive session of the Board of Trustees, Michael Paruta stated that all persons affected have been notified in advance in writing and advised that they may require that the interview/discussion be held at an open meeting

On motion of Donna Policastro and seconded by Lynne Dunphy, the present Board members unanimously voted to move into Executive Session pursuant to R.I.G.L. §42-46-5(a)(2) – discussions pertaining to litigation: Chariho Regional School District, et al. v. Rhode Island Nurses Institute Middle College, et al and pursuant to R.I.G.L. §42-46-5(a)(2) other litigation

Upon vote of the Board to come out of executive session, Michael Paruta called the Open Session back to order at 4:40 p.m.

Vote to Seal Minutes of Executive Session Pursuant to Sections of 42-46-5 of the Rhode Island General Laws.

On motion of Donna Policastro, seconded by Lynn Dunphy, the present Board members unanimously voted to keep confidential all matters discussed in the Executive Session and to seal those minutes.

7. Announcements for the good and welfare of the organization-

No announcements

8. Open public comment period-

Mrs. Diaz, a parent of a 10th grade RINI Middle College student requested to provide public comment. Mr. Paruta asked her to proceed.

Mrs. Diaz provided a concern to the Board regarding teacher coverage in the case of a teacher absence. She informed the Board that her daughter reported to her recently that her class was unattended for some time without a teacher. Mr. Paruta and Ms Policastro requested from the school administration to look into this. Ms. McCue stated that she would and report back to the Board at its next meeting.

Mrs. Diaz also informed the Board of the following concerns;

- A grade was not entered into Engrade in a timely manner
- She would like to see more programs regarding prevention of bullying and creating more student spirit/community
- Frequent meetings with administration that include clerical staff.

Mrs. Diaz also informed the Board that her daughter does enjoy attending RINI Middle College and is succeeding academically.

Ms. McCue informed the Board and responded to Mrs. Diaz that she would look into these Concerns and meet with Mrs. Diaz to address them.

9. Adjournment:

On motion of Donna Policastro, seconded by Christine Rie, it was unanimously voted to adjourn at 5:45 p.m.